Belrose Public School P&C

Meeting Minutes

February 9, 2016


Apologies: Elise C, Jo S, Kate G

Location: School Staff Room

Meeting Opened: 7.50 pm

1. Welcome

2. Minutes of the last meeting
   - Minutes from December 2015 meeting approved by Lisa W. Seconded by Linda L.

   - Outstanding Items
     - Teardrop Flag: Artwork still being adjusted. Two teardrop banners (small) have been ordered. In progress.
     - Keyboard room verandah maintenance: nails to be hammered down.
       Action: Mr Chamberlain
     - P&C notice board: to be moved from outside the hall to outside the front office.
       Action: Mr Chamberlain to request Peter to attend to this.

   - Action Items from this meeting:
     - Remove grounds committee from agenda. Not required at present.
     - Further discussion regarding budget for new instruments. See band report.

   - Membership was taken for Lisa W, Christie M, Miriam W, Andrew F, Christine F, Nicky M, Sharon J, Pamela M, Rebecca K, Jo S, Linda L. Others are welcome to be included as year progresses. See Secretary for details.

4. Correspondence
   - Fundraising material

5. BOHSC report
   - No report
6. **Principal’s report**

Report Summary held by Secretary and available on request

- Class structures for 2016: Student numbers are 301 with 13 classes formed. KD- 19, KIW- 19, 1/2C- 22, 1CT- 22, 1S- 18, 2B- 22, 3C- 26, 3W- 26, 4J- 31, 4S- 31, 5J- 22, 5/6M- 21, 6W- 22.

- Additional support will be provided in year 4 as these are large classes.

- New staff- Mrs Bickell (2B) and Mrs Meacock (5J).

- Mrs Thoroughgood shares 1CT with Mrs Chambers.

- Mrs Meteyard replaces Mrs Chapple on Fridays.

- Mrs Jones replaces Mrs De Wilde on Fridays.

- Mrs Hill has been employed as Learning Support teacher for 0.5 days per week. (4 days/week for three hours)

- School Funding allocation outlined. Total allocation $2,074,884. Break down available on report. $1,817,819 of allocation is staffing costs so Department manages this money.

- Classification of schools. New system to be implemented in 2016. Classification related to a school’s funding allocation. BPS will be classified as a P1 school as funding is > $1.055m and <$2.15m. A principal’s salary in the future will be tied to a school’s classification. Previously a school and principal classification was tied to student numbers. Classifications are determined by targeted funding/ equity loading/ base school allocation. BPS is just short of a P2 rating.

- Student numbers 2015: 299, 2016: 301

- 12 classes were allocated by the Department, we will have 13 in 2016 as the school will fund this (with half contribution from P&C).

- Discussion was had regarding planned changes to orientation format and school promotion in 2016. Some suggestions for orientation have been that we display the whole school program and not just focus on the kindergarten, advertising in Manly Daily, brochure distribution much wider (as it appears boundaries are not being enforced) Plans to put working party together for this. Intention is for one Open Night and one Open day with school tours available throughout the year as requested.

7. **Treasurer’s Report – Lisa W**

Full Treasurers report for Year Ended November 2015 presented to Executive. On file with Secretary.

- Summary of final financials Year Ending Nov 2015 provided. Copy attached.

- Net Income $26,517 well above budget due to additional fundraising. Fundraising total $31,170 (including band fundraising $4,659).

- Family and building contributions $25K.

- $10,720 expenditure to school (teacher aid, leadership camp) didn’t include $2000 for library as it was no longer requested.
- Grounds slightly less expenditure.
- No longer using Living property group. Garden bee had lost momentum. Now we have our own mower we can now attend to this as required. Can consider hiring a company for one off maintenance/spring tidy as required. Remove grounds committee from agenda.
- Expenditure included: replacement of air conditioner unit, toilet block clean, netball court maintenance. Exceptional items slightly above budget were MYOB upgrade, insurance increase, prizes/trophies, student recognition sponsorship payments, merchant fee increase.
- Uniform sales strong, purchases down.
- Canteen still at loss but improved on previous year. Michelle Clarke new canteen liaison.
- Band. Slight loss ($147) however this included a long service leave provision for Mr Hill after 15 years with BPS. Fantastic fundraising result with new events contributing to this.
- Continue to review plans to spend money. Shade structure planned.
- School banking commission contributed very positively. $1,514

8. Band Report – Andrew F
- Concreting in front of band room was done in holidays. Combined schools band covered this cost. A request has been made for shelving. Andrew will make these.
- James has requested filing cabinets. Nicky M has small double cabinet she is happy to donate. Please keep eye out for any more perhaps at current council rubbish collections.
- Nick P away for three weeks. Mrs Hill stepping in.
- Welcome BBQ very well supported. Jumping slide a big hit. Cost $350. BBQ made profit $403. Thank you to Barry for BBQing. Andrew will look at proper clean of bbq as it got too dark on the night. Gas bottles to be filled. Reports of a great night.
- Mrs Thoroughgood is the band liaison teacher for 2016. Committee meeting held yesterday (8th Feb). Some changes required to band program as a few instruments have dropped out. Two clarinet and two flute dropped.
- Structure 2016: Training band, concert band, Perjazz (combining old performance and jazz). Introducing Guitar ensemble open to Yr 5/6. May open to Yr4 if need further numbers
- Mrs Thoroughgood to take suggested band program dates to Barry for consideration.
- Training Band allocation night. Monday 22nd Feb @ 7pm. 44 students. To confirm all applications have been received a notice will go in newsletter to have year 3 parents contact the band directly by email.
- In 2016 there are well over 100 children in band. That is 1/3 of school doing band. New students welcome from other years as they join the school.
- Plans for 2016 (still to be confirmed) include: Jazz night- PJAZZ band involved. Also hoping to join with Meadowbank band at some stage. Police rock band (term 4) as this was very successful in 2015. Two eisteddfods (term 2 & 3) costing to be further discussed as there are entry fees. X Factor. Band tour (term 4 week 4).
- Band growing and changing. No new instruments have been purchased since 2010. Mr Hill would like 3 alto and 2 tenor sax. $1500 alto. $2300 tenor. Some of our instruments are now very old. To be added to budget. Discussion required.
- Enough instruments currently for training band.

9. Canteen
- 16th March hot dog day.
- Michelle Clarke canteen liaison person.
- New menu to continue in Term 1. Altered menu in Term 2 with more hot food options for winter. Hot food currently on Mon and Wed. Can’t offer full range on Friday so will keep monitoring.
- MOOsies very popular. Still need to purchase Paddle pops in order to keep streets freezer.
- Some problem with oven shorting. Jenny having this investigated.

10. Uniform –
- Open pupil free day, very successful.
- Trialing Lowes boy’s socks as feedback received that they were preferred. Will look into getting new supplier.
- Stockings item removed.
- Discussion regarding a possible future stock take.
- Second hand jumper’s in good supply. Perhaps will need to cull. Suggestion to discount price prior to winter to clear stocks.
- Second hand goods make full profit for the uniform shop. Perhaps send overstock second hand to o/s charity.

11. Fundraising –
- Meeting fundraising committee. Tuesday 16th February @ 7.30pm. Bec K house 16 Kyeema Pde.
- Gelato day Proposal Thursday 3rd March.
- Election will be held this year.
- Suggestions: Trivia night, girl’s night in, raffle (markets were a good new location), opening of Glenrose shops (possible event to be involved with).

12. General Business –
- Mowing contract end date? Linda to notify Barry/Peter.
- Leadership camp 29th Feb. $70 x 8 children. P&C to subsidise.
- Lisa to discuss transfer of $ for teacher with Barry once costing is complete. Approx $60 000. P&C has offered to cover half.
- Shade structure. Epping Heights public school shelter over basketball court a good example. Very high. Approx $60 000. Project planned for this year.
- Building and P&C contributions. Discussion as to whether payments should be spread across terms. Previous discussions decided comment stating that payment can be delayed/spread/voluntary was sufficient.
- Excursions will be charged as arise not on account. If excursions are not paid children will not be allowed to attend.
- Volunteer sign in- used at first event of year (Welcome BBQ). Need to be completed at each P&C event. All P&C members need to get WWC check asap. All class/school volunteers need WWC check. Records will be kept in office and teachers notified of parent’s with clearance. Parents need to sign in and out of office/classroom before volunteering in classrooms.

General Meeting Closed 9.30pm

**Next Meeting:** Tuesday 8th March, 2016 7.45pm.